



## **DEPUTY COUNTY ATTORNEY/CARBON COUNTY**

Carbon County Attorney's Office is seeking a full-time Deputy County Attorney to function within County Attorney's Office primarily in criminal prosecution in County Justice Courts, Juvenile Court and District Court (as assigned), but may also advise county officials in relation to civil matters.

### **RESPONSIBILITIES:**

May be required to perform the most complex legal work in the County Attorney's Office.

Will be responsible to prosecute primarily felony criminal violations, review police reports, screen charges, and draft formal criminal counts.

Prepares and/or supervises litigation against persons or organizations arising out of criminal activities.

Prepares for court by performing legal research, drafting briefs, organizing evidence, preparing jury instructions and any other function necessary to represent the interest of the State, County, or Price City.

Utilizes clerical support staff to coordinate the preparation of necessary documentation as needed to expedite law enforcement efforts.

Direct, schedule, monitor, and instruct staff.

Must have familiarity with State Court e-filing system.

Must have excellent interpersonal skills.

When required counsel Board of Commissioners, advising Board on legal matters, and attend Commission meetings, as required.

Performs on-call duties as assigned.

### **QUALIFICATIONS/EXPERIENCE:**

Juris Doctorate degree.

Must be in good standing with the Utah State Bar.

5 years or more civil or criminal law experience or preferred.

Requires a thorough understanding of broad legal policies and practices, criminal and civil statutes and case law, court procedures, the ability to interact well with others.

Must possess a valid Utah driver's license.

**Salary Range \$30.00 - \$45.20. Salary will be determined upon qualifications and experience.**

**Carbon County offers a generous benefit package.**

**Will be required to pass background check, physical, and drug screen.**

Deadline for submitting applications is Friday – February 21, 2020. Please email Rose Barnes at: [rose.barnes@carbon.utah.gov](mailto:rose.barnes@carbon.utah.gov) for an application and a copy of the job description. Applicants should provide a current CV with their application.

***CARBON COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER***